

OFFICE OF THE TOWN CLERK

6591 ORANGE DRIVE • DAVIE, FLORIDA 33314-3399  
PHONE: 954.797.1023 • FAX: 954.797.1087 • WWW.DAVIE-FL.GOV

## Memorandum

TO: Kenneth S. Cohen, Acting Town Administrator

FROM: Russell C. Muniz, MBA, CMC  
Acting Assistant Town Administrator

SUBJECT: District Boundary Review

DATE: September 13, 2006

As you well aware, a district boundary review is required by the Town charter to be performed this year. An RFP was let out on May 2, 2006 with one response received from Geoweb, Inc for \$11,910 with an estimated completion of 2-3 months. Council directed that the RFP be re-bid.

A second RFP was let out on July 24, 2006 with a closing date of August 29, 2006. Due to the effects of Tropical Storm Ernesto the closing was extended to September 7, 2006. Upon bid opening it was discovered that only one proposal was received, from Florida Atlantic University (FAU), for \$26,142. Their project completion is estimated at 8 months.

Since time is of the essence, the Supervisor of Elections requires that new district boundaries be sent to them by December 1, 2006, I recommend that FAU's proposal be rejected and we ask Council at the September 20<sup>th</sup> meeting to consider the original proposal submitted by GeoWeb, Inc. I have contacted the principals of GeoWeb, Inc and they have confirmed that they would be willing to honor the terms and conditions of their original proposal.

Please contact me if you should have any questions.

\\NS\_TH\_01\users\$\rmuniz\Russell Muniz\NEW DOCS\2006 Docs\RFP Rejection Municipal Boundary-FAU.doc

**ORIGINAL**

***MUNICIPAL BOUNDARY STUDY, B-06-85***

***TOWN OF DAVIE***



**G E O W E B**

**Guided By Geography – Powered By Integration**

*GEOWeb Consult Services  
117 South Seacrest Boulevard, Boynton Beach, FL 33435  
Phone: 561-906-4482  
Email: [kvolarich@geoweb-consult-services.com](mailto:kvolarich@geoweb-consult-services.com)  
June 1, 2006*



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June 1, 2006

Town of Davie  
Purchasing Division  
6591 Orange Drive  
Davie, FL 33314

**RE: Town of Davie Municipal Boundary Study, B-06-85**

Dear Sir or Madam:

GEOWeb Consult Services is pleased to present our response to your Municipal Boundary Study Request for Qualifications. GEOWeb is seeking approval to provide professional services to the Town of Davie.

We have provided our proposal for your review. In the following documentation, GEOWeb will demonstrate its ability to meet and exceed the proposal requirements and evaluation factors. GEOWeb is also providing costs for providing those services as requested by the Town of Davie.

We appreciate the opportunity to be of service to the Town of Davie. Should you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Karen Volarich".

Karen Volarich  
President



## **PROPOSAL STATEMENT**

GEOWeb Consult Services is pleased to present this proposal to the Town of Davie. Through the following documentation, GEOWeb will set forth in detail how our proposal meets the proposal requirements and evaluation factors.

### *(1) General Information*

GEOWeb Consult Services is a local firm based in the City of Boynton Beach, FL, which is where all work will be performed. The business is organized as a Sole Proprietor and was established in January of 2000. GEOWeb is a registered company with the State of Florida.

GEOWeb Consult Services uses innovative techniques to create solutions for our clients. This ability comes from our thorough knowledge of GIS technology, including, but not limited to, GIS Project Management, GIS spatial analysis, GIS design and maintenance, Mapping solutions, Geodatabase design and implementation, web-based mapping solutions, and GIS standard data model implementations.

GEOWeb was founded for the purpose of creating a local firm that specializes in providing Geographic Information Systems (GIS) services to local government clients. The firm is built on solid technical knowledge and experience and provides the highest level of service to its clients.

### *Financial Information*

The firm has the appropriate financial capability to provide professional consulting services to the Town of Davie. The firm is financially sound and has no long term corporate debt. The firm has sufficient financial reserves to continue operations and complete its projects.

### *Materials and Equipment*

GEOWeb owns the necessary materials and equipment to provide professional services to the Town of Davie. The firm currently owns three desk top computers, two laptop computers, an HP designjet plotter and an HP deskjet color printer. The firm owns and utilizes GIS software from ESRI, including the latest version of ArcInfo, ArcGIS, ArcIMS, ArcSDE, and ArcPad. The firm also utilizes a high-speed Internet connection to allow for high speed downloads and transfer of data.

### *Insurance*

GEOWeb has the capability to meet/exceed the insurance requirements of the Town of Davie for this project. GEOWeb is insured through Evanston Insurance, Company.



*(2) Purpose*

In accordance with Section 7(A)(2) of the Town of Davie Charter, the Town's district boundaries must be reviewed when the population changes by ten (10) percent or more, or when at least the passage of five (5) years since the previous review of the town's boundaries occurred, or when the town's geographical boundaries changes by ten (10) percent or more, or when a single annexation causes the population of the town to increase by five (5) percent or more. Based upon the addition of the Pine Island Ridge neighborhood and the potential addition of the neighborhood of United Ranches the geographical boundaries of the Town may increase by ten (10) percent or more and/or a single annexation may cause the population of the town to increase by five (5) percent or more.

GEOWeb Consult Services (GEOWeb) proposed to prepare redistricting options for the Town of Davie, using GIS technology and adhering to the Town of Davie Charter criteria (below):

1. Population within each district is within +/- ten (10) percent of the mean of the total population for four districts.
2. District boundaries are contiguous and compact.
3. District boundaries coincide as practically as possible with district geographic features.
4. Proposed district boundaries respect existing district boundaries.
5. "Communities of interest" such as ethnic enclaves or homeowner associations are not divided intentionally.

*(3) Qualifications and References*

GEOWeb has in its employ, Mr. Scott L. Burton, who has an extensive amount of experience in many redistricting projects. Mr. Burton has managed many redistricting projects including, but not limited to, Broward County Commission Redistricting (1999), Palm Beach County Commission Redistricting (2001), Southwest Ranches Redistricting (2002), and the Town of Davie Redistricting (1997 and 2000).

The Redistricting Projects Mr. Burton conducted are deemed successful in that the methodology employed along with his expertise in this area ensured an accepted final deliverable that met the requirements of each governmental entity.

Karen A. Volarich, President of GEOWeb, has extensive experience working on demographic analysis and municipal operations. She has conducted GIS demographic analysis for the Broward County School Board (2001) and assists the City of Hollywood with GIS municipal operations (2005 – Present).



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**ORIGINAL**

Broward County Commission Redistricting Project  
Department of Planning and Environmental Protection  
115 South Andrews Avenue, Room A-240  
Fort Lauderdale, FL 33301  
Peter Ross 954-519-0327  
Cynthia Chambers 954-519-1200

Palm Beach County Commission Redistricting Project  
301 North Olive Avenue  
West Palm Beach, FL 33401  
Verdenia Baker, Deputy County Administrator, 561-355-2030  
Patricia Schapley, 561-355-2030

Southwest Ranches Redistricting Project  
6589 SW 160<sup>th</sup> Avenue  
Southwest Ranches, FL 33331  
John Canada, Town Administrator, 954-434-0008  
Pat Canada, Assistant to the Administrator, 954-343-7442

Town of Davie Redistricting Project  
6591 Orange Avenue  
Davie, FL 33314  
Russell Muniz, CMC, Town Clerk, 954-797-1023

*(4) Additional References*

City of Hollywood  
2600 Hollywood Boulevard  
Hollywood, FL 33083  
Evelyn Gold, Director of Systems Programming  
Angie Hein, Senior Systems Analyst  
Phone: 954-921-3215 (Angie Hein)  
Phone: 954-921-3909 (Evelyn Gold)  
Fax: 954-921-3488  
Email: [ahain@hollywoodfl.org](mailto:ahain@hollywoodfl.org)  
Email: [egold@hollywoodfl.org](mailto:egold@hollywoodfl.org)

Scope of Work

GIS Infrastructure Design, Implementation & Maintenance; Mapping Support & Analysis, Hurricane Response Support, ArcSDE Database Design, Implementation & Maintenance



City of Coral Springs Police Department  
2801 Coral Springs Drive  
Coral Springs, FL 33065  
Jenny Uhde, Crime Analyst  
Phone: 954-346-1230  
Email: [pdjam@coralsprings.org](mailto:pdjam@coralsprings.org)

Scope of Work

GIS Data Integration – Spatially Enable Crime Data; ArcGIS Desktop Application  
Development & Deployment – Crimetrac; Training

City of Lauderdale  
Department of Engineering  
2101 NW 49 Avenue  
Lauderhill, FL 33313  
Joan Fletcher, GIS Manager  
Phone: 954-730-4204  
Email: [jfletcher@lauderdale.org](mailto:jfletcher@lauderdale.org)  
November 2005

Scope of Work

ESRI GIS Software Upgrades: Desktop, ArcIMS, & ArcSDE; GIS Database  
Maintenance & Support; ArcIMS Web Application Support

*(5) Project Management*

Karen Volarich, President, GEOWeb will serve as the Project Manager of the project with Scott L. Burton acting as principal investigator. Mr. Burton has completed several redistricting projects including the Broward County Commission, Palm Beach County Commission, and the Town of Davie. He will provide technical expertise and mapping requirements to formulate redistricting options. Ms. Volarich will attend all required meetings (Advisory Board, Town Council, etc.) as well as add her technical expertise to the mapping requirements and redistricting options.





*(6) Scope of Services and Methodology*

The following is a description of the tasks that GEOWeb will perform in order to achieve the objectives stated in the Purpose section (Section 2).

Task 1: Create Geographic Maps Profiling Key Geographic Features and Population Estimates

Create base map of the County, including: current county boundaries, traffic analysis zone boundaries, census block groups, population, street coverage, and voting precinct boundaries information from either Broward County Department of Planning and Environmental Protection or U.S. Census Bureau.

Task 2: Verify Population Data

Verify the integrity of the Population Data with those responsible for maintaining it – County planning staff.

Task 3: Create Election District Options In Accordance With Traditional Districting Principles

In an effort to improve the population distribution, GEOWeb will develop several redistricting options. The options will range from a “least change” option to improve the distribution of populations within each district while making allowances for the new geographic area(s) annexed to a “maximum change” to optimize the distribution of population with minimal attention to the existing district boundaries.

Task 4: Present District Options to the Town of Davie Districting and Town Council for Review and Comment

Task 5: Revise Options

If necessary.

Task 6: Present Final District Options to the Town of Davie Council.

For this review of current district boundaries, GEOWeb will employ a combination of Traffic Analysis Zones (TAZ) data collected by the Broward County Department of Planning and Environmental Protection as well as Estimated Population data from the U.S. Census Bureau to ensure the most accurate estimated population data is utilized. The data sets include population estimates, as well as estimated occupied housing units, number of single family units, and number of multi-family dwelling units. These data sets are determined to be the best available data since they can calculate population at a geographic level.



The data collected will be used to complete the following process:

1. Calculate existing population within each of the Town's four districts at TAZ and/or Census Block level
2. Calculate existing population within each of the new annexed neighborhoods at TAZ and/or Census Block level
3. Determine how current district boundaries can be revised for an evenly distributed population with new annexed area(s)
4. Evaluate each option created in accordance to the Redistricting Criteria (Section 2)
5. Generate maps depicting redistricting options

*(7) Timetable*

The projected timeframe for this project is approximately 2 -3 months after the commencement of contract and the effective date of the annexation.

*(8) Cost*

Staff Assigned	Task	Cost
Scott L. Burton	Principal Investigator: Districting Options Analysis & Mapping	\$6,375.00
Karen Volarich	Districting Options & Mapping	\$3,375.00
Karen Volarich	Project Management and Oversight	\$2,160.00
	PROJECT COST	\$11,910.00



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SCOTT L. BURTON

**Professional  
Experience**

***GIS Administrator***

Broward County Sheriffs Office  
Ft. Lauderdale, FL

2002 – Present

- Lead, directed, and deployed an Enterprise GIS for the largest nationally accredited sheriff's department and a full-service public safety agency (merger of law enforcement and fire-rescue departments)
- Supported tactical (E911) and strategic mapping (i.e., crime analysis, resource allocation, districting) needs for 6,500+ employees;
- Championed development of a spatial data warehouse (ArcSDE), providing ability to share analyze and view public safety information visually (law enforcement, fire-rescue, and emergency medical services);
- Established standard operating procedures for mapping services designed to increase efficiency, accuracy, productivity, automate workflow, and support decision making;
- Developed Spatially-Enabled Mapping Applications using ArcSDE, ArcIMS, ArcGIS/ArcObjects/.NET platform; Developed integration procedures to integrate Motorola's Printrak (CAD/LRMS) with ESRI ArcSDE/SQL;
- Established and managed security policies to ensure integrity of geospatial databases;
- Managed team of GIS support personnel and professional service vendors in accomplishing missions of department; Introduced and promoted the use of GIS technology for temporal analyses, density hot spot mapping, and trend analyses for law enforcement and emergency response operations;
- Managed development of GIS applications on an enterprise ESRI platform, including standards, benchmarking, storage, access, updating, and distribution;
- Developed and serve as chair for BSO GIS User Group; Implemented and enhanced GIS as a decision-making tool in accountability mapping process;
- Provided GIS training and support to crime analysts, detectives, special investigating units, as well as homeland security, emergency operations, and fire-rescue personnel;
- Provided Federal Government GIS application training to BSO Disaster Response personnel (Multi-HAZUS, HurrEvac, ALOHOA Plume Dispersion Model, and CAT);
- Evaluated products and solutions of vendors and consultants to ensure cost-effective selection of appropriate GIS technology and methodologies

## ***Adjunct Professor***

Florida Atlantic University  
Ft. Lauderdale, FL

1994 - Present

- Instruction in: Introduction to GIS for Planners, GIS Applications for Planners, Managing GIS projects, and Seminar in GIS for Planners
- Developed graduate-level GIS Certification program in the Department of Urban and Regional Planning in 1997

## ***Professional Development Instructor***

Florida Atlantic University  
Ft. Lauderdale, Florida

1997 - Present

- Developed professional development curriculum and provided instruction to both public/private sectors in the use of GIS technology
- Developed training manuals for: Introduction to ArcGIS, Building Geodatabases, Advanced ArcGIS, Introduction to ArcView 3.x, and Advanced ArcView 3.x
- Provided customized training to Martin County Growth Management Division, City of Ft. Lauderdale, Broward County Planning and Environmental Protection, City of Coral Springs, and City of Sunrise

## ***Senior Demographer/Planner***

Broward County School Board  
Ft. Lauderdale, Florida

2001-2002

- Used GIS to develop and refine school boundaries and future year student projections for the nation's fifth largest school district
- Supervised/Managed a team of planners and support staff in accomplishing missions of department, introduced GIS technology to analyze development patterns, identify location of current students, and plan for new school boundaries and future year student projections

## ***Director, Center for Visual Planning Technology***

Florida Atlantic University  
Ft. Lauderdale, FL

1994 - 2001

- GIS Applied Research Project Manager: wrote proposals and work plans, developed project methodologies, presented project methodologies and results, hired and managed staff, served as technical leader for projects, coordinated and managed center operations, and developed cost-benefit analyses and budget
- Projects included:
  - City of Fort Lauderdale: Implementing an Enterprise GIS
  - Site Suitability Modeling using ArcView ModelBuilder for the Location of Marine Facilities in Broward County, South Florida Marine Research Institute

- Transportation/Land Use Connection: Report on the Creation of a Prototype Visualization Tool Based on Best Practices, FDOT, District XI
- South Dade US 1 Corridor: Identifying Infill and Redevelopment Opportunities, Florida Department of Community Affairs
- Redistricting Options (Projects done for Broward County, Palm Beach County, City of Davie, City of Hollywood, Broward County School Board, Town of Southwest Ranches)
- Positional Accuracy Assessment of the City of Fort Lauderdale's GIS Base Map using GPS
- Escambia County Residential Land Use Analysis Using GIS, Growth Management Division, Escambia County
- Mobile Home Loss Reduction for International Hurricane Center

## **Publications**

- "Introduction to GIS for Planners," Florida Chapter American Planning Association Annual Conference, West Palm Beach, FL. October 2003.
- "If You Build It, Will they Come? Developing an Enterprise GIS for the Broward Sheriff's Office," Florida Joint Mapping Conference, Urban Regional Information System Association (URISA), Ft. Lauderdale, FL. September 2003.
- "Implementing an Enterprise GIS for the Largest Accredited Sheriff's Office in the Nation," Environmental Systems Research Institute (ESRI) International User Conference Proceedings, San Diego, CA. July 2003.
- "Developing a Regional GIS Crime Information Database via ArcIMS/ArcSDE™" South Florida GIS Expo, West Palm Beach, FL. September 2002.
- "When Technology Meets Politics: The Redistricting Process and Lessons Learned," South Florida GIS Expo, West Palm Beach, FL. October 2001.
- "Finding a Common Ground to Build a Regional GIS Database," ESRI International Users Conference, San Diego, CA. July 2001.
- "Using GIS to Count Residential Dwelling Units in Escambia County," ESRI International Users Conference, San Diego, CA. July 1999.
- "Post-Hurricane Andrew: Using ArcView and Community Participation to Redevelop South Miami-Dade County," ESRI International Users Conference, San Diego, CA. July 1999.
- "Hello DOLI - FAU's On-Site and Distance Learning Initiative," ESRI International Users Conference, San Diego, CA. July 1999.
- "The Fort Lauderdale Enterprise GIS: Synthesis of Appropriate Organizational Concepts," Urban and Regional Information Systems Association (URISA) Conference Proceedings, Charlotte, NC. April 1998.
- "The Role of GIS in Applied Research Endeavors: Building Partnerships between Universities and Public Agencies," American Collegiate School of Planning (ACSP) National Conference, Fort Lauderdale, FL November 1998.
- "GIS Implementation Partnerships and Community Asset Mapping," First Annual Florida Neighborhood Conference

## Education and Training

### ***Master of Urban and Regional Planning***

Florida Atlantic University – Ft. Lauderdale, FL 1994

### ***Bachelor of Arts – Political Science***

Florida Atlantic University – Boca Raton, FL 1989

### ***Continuing Professional Development***

Advanced HAZUS -MH  
(Hazard Mitigation Planning / Loss Estimation) 2003

Emergency Management Institute - FEMA  
Certification of Completion GPS/Satellite Imagery Analysis  
Urban and Regional Information System Association (URISA),  
Charlotte, NC 1997

Introduction to Avenue 1995

Introduction to ArcView 1995

Introduction to Oracle, SQL/SQL Plus 2001

Advanced ArcInfo 1994

Introduction to ArcInfo 1994

## Technical Expertise

### ***GIS Applications***

ESRI ArcGIS, ESRI ArcInfo Workstation, ESRI ArcView 3.x,  
ESRI ArcSDE, Mr.SID. MapInfo,

### ***Office Productivity Applications***

Microsoft Office Suite, Microsoft Project, Microsoft Power  
Point, Visio Professional

### ***Databases***

Oracle, SQL/Server

### ***Operating Systems***

Windows NT/98/2000

ORIGINAL



G E O W E B

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KAREN VOLARICH

**Professional  
Experience**

***President***

GEOWeb Consult Services  
Boynton Beach, FL

Jan 2000 -  
Present

- GIS Consulting, Support and Project Management Services
- Advanced GIS Programming/Analysis for the ArcGIS, ArcIMS and ArcSDE Platforms
- Geographic Information Systems Design and Maintenance
- Hardware/Software Integration Services
- General Mapping Services
- Customized GIS Training Services
  - *Clients Include:* City of Hollywood, City of Lauderdale, Broward Sheriffs Office, City of Coral Springs, Florida Atlantic University

***Senior GIS Applications Developer***

South Florida Water Management District  
West Palm Beach, FL

1997 – 2005

- Develop custom ArcGIS applications and tools for the GIS user community; Develop custom ArcIMS applications for Intranet & Internet
- Install, configure, and maintain ArcIMS infrastructure; Install, configure, and maintain SQL Server 2000 ArcSDE infrastructure; Mobile GIS/GPS hardware configuration, application and tool development
- Creation of Mobile GIS/GPS hardware and software standards for SFWMD
- Handle complex modeling and analysis applications that require a blend of technologies to achieve development of GIS tools to meet user requirements for advanced applications as well as a complete integration of GIS software with database management systems to enable enterprise and Internet access to spatial data – District & Interagency business

- GIS Project Management: plan, design, and execute GIS projects to solve client problems; Identify and negotiate requirements, deliverables, schedule, and acceptance criteria; Organize project team(s) to assure product delivery and achieve client acceptance
- Performed the highest level of customizable software to develop applications to the District's use environment; Create GIS solutions for varied fields/disciplines, build and organize spatial databases from a variety of sources (including maps, remotely-sensed images, and field observation)
- Develop application software to exploit GIS functionality in both the georelational data model and object-oriented data models

**Program Manager**

1990 - 1997

Conservation Services Group, Inc.  
Boston, MA

- Program Manager for the largest residential energy conservation program in North America for New England Electric Systems
- Database development for marketing and scheduling activities that served more than 25,000 customers; Database development for invoicing systems that served more than 250,000 utility customers
- Supervisor of more than 25 employees and 17 contractors
- Managed an annual budget of \$4.5 million

**Education,  
Training and  
Certification**

- Master of Urban and Regional Planning, Florida Atlantic University, December 2000
- Environmental Management Graduate Studies Certificate, Harvard University, 1997
- Bachelor of Arts, University of Massachusetts, May 1987
- ArcIMS Administration Training, ESRI, Washington DC, 2003
- Project Management Institute, 10.5 CE, 2004
- HAZUS GIS Certified, EMI, FEMA, 2003
- Microsoft Certified Training – Programming in C#, 2004

**Computer  
Hardware  
Computer  
Software**

PC Desktops, Peripherals, Dell Servers, Windows 2000/2003  
Advanced Servers, Compaq IPAQ PDA, Trimble GEO-XT  
ESRI (ArcGIS 9.x, ArcIMS, ArcSDE, ArcPad), Microsoft Office,  
Microsoft Visual Studio, Microsoft Visual Studio .NET

**Languages/  
Frameworks**

Visual Basic, VB.NET, C#, ArcObjects, XML, ArcXML,  
Javascript, VB Script, HTML, DHTML, Java, .NET,  
COM/DCOM, J2EE, ArcSDE

**Databases/  
API**

SQL Server 2000, Oracle 8i, 9i, 10g  
ASP.NET, ASP, C API (for ArcSDE), Servlets



ORIGINAL

Form **W-9**  
(Rev. November 2005)  
Department of the Treasury  
Internal Revenue Service

# Request for Taxpayer Identification Number and Certification

Give form to the  
requester. Do not  
send to the IRS.

Print or type  
See Specific Instructions on page 2.

Name (as shown on your income tax return) <b>Karen VOLARICH</b>	
Business name, if different from above <b>GROWED CONSULT SERVICES</b>	
Check appropriate box: <input checked="" type="checkbox"/> Individual/ Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other ▶	<input type="checkbox"/> Exempt from backup withholding
Address (number, street, and apt. or suite no.) <b>117 SOUTH SEACREST BLVD.</b>	Requester's name and address (optional)
City, state, and ZIP code <b>BOYNTON BEACH, FL 33435</b>	
List account number(s) here (optional)	

## Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Social security number  
**1 3 7 7 2 2 1 2 2**

or

Employer identification number  
**+**

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

## Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign Here Signature of U.S. person ▶ **Karen Volarich** Date ▶ **5/30/2006**

## Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

**U.S. person.** Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a person if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,

**Town of Davie  
Vendor/Bidder Disclosure**

**ORIGINAL**

I, KAREN VOLARICH, being first duly sworn state that:  
The full legal name and business address of the person(s) or entity contracting with the  
Town of Davie ("Town") are as follows (Post Office addresses are not acceptable):

Name of Individual, Firm, or Organization: GEOWeb Consult Services  
Address: 117 South Seacrest Blvd.  
Boynton Beach, FL 33435  
FEIN 137 72 2122  
State and date of incorporation Florida/Sole Proprietorship

**OWNERSHIP DISCLOSURE AFFIDAVIT**

1. If the contract or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who directly or indirectly holds five percent (5%) or more of the corporation's stock. If the contract or business transaction is with a trust, the full name and address shall be provided for each trustee and each beneficiary. All such names and address are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address	Ownership
<u>Not Applicable</u>		<u>%</u>
		<u>%</u>
		<u>%</u>
		<u>%</u>

2. The full legal names and business addresses of any other individual (other than subcontractors, materialmen, suppliers, laborers, and lenders) who have, or will have, any legal, equitable, or beneficial interest in the contract or business transaction with the Town are as follows (Post Office addresses are not acceptable):

Full Legal Name	Address
<u>Not Applicable</u>	

ORIGINAL

By: Karen Volarich  
Signature of Affiant

Date: May 30, 2006

KAREN VOLARICH  
Print Name

SUBSCRIBED AND SWORN TO or affirmed before me this 30<sup>th</sup> day of May 2006, by Karen A Volarich, he/she is personally known to me or has presented FDL as identification.



David Gornitzky  
Notary Public, State of Florida at Large  
David Gornitzky  
Print or Stamp of Notary

Serial Number

My Commission Expires: 7-20-08



Administration 954-797-1030  
Budget & Finance 954-797-1050  
Development Services 954-797-1111  
Engineering 954-797-1113  
Fire Department 954-693-1211  
Human Resources 954-797-1100  
Planning & Zoning 797-1103

Parks & Recreation 954-797-1145  
Police Department 954-693-8200  
Public Works 954-797-1240  
Special Projects 954-797-1153  
Technology & Information 954-797-1107  
Town Clerks 954-797-1023  
Utilities 954-433-4000

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**TOWN OF DAVIE** 6591 Orange Drive, Davie, Florida 33314-3399

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(954) 797-1000

RUSSELL  
FYI  
HERB

July 24, 2006

### REQUEST FOR PROPOSALS

The Town of Davie is accepting proposals from qualified firms until 2:00 p.m. on Tuesday, August 29, 2006 for:

#### MUNICIPAL BOUNDARY STUDY (RE-BID), B-06-125

Complete specifications are enclosed. Any questions concerning this proposal should be directed to Herb Hyman, Procurement Manager, 6591 Orange Drive, Davie, Florida 33314. Phone (954) 797-1016.

Interested parties must submit an original and nine (9) copies of their proposal plus one copy on a CD in pdf format. Sealed proposals should be marked with the name and number and boldly marked "SEALED PROPOSAL". All sealed proposals should be delivered to the Purchasing Division, 6591 Orange Drive, Davie, Florida 33314. Proposals will be opened on or about 2:00 p.m., Tuesday, August 29, 2006, at the Davie Town Hall. Any proposals received after the specified due date and time will be rejected and returned unopened. This will be a public opening.

The Town of Davie reserves the right to reject any and/or all proposals.

Town of Davie  
Herb Hyman, CPPB, FCPA, FCPM  
Procurement Manager

**An Equal Opportunity Employer**

## **PART I- INTRODUCTION/INFORMATION**

### **1. PURPOSE**

The Town of Davie, Florida is seeking proposals from qualified firms, hereinafter referred to as the Proposer, to provide municipal boundary review services and assist the Town Clerk with the presentation of municipal boundary alternatives to an advisory board and the Town Council, in accordance with the terms, conditions, and specifications contained in this Request for Qualifications (RFQ).

### **2. INFORMATION OR CLARIFICATION**

For information concerning procedures for responding to this RFQ, contact Procurement Manager Herb Hyman at 954-797-1016. For information concerning the technical specification or scope of service, contact Town Clerk, Russell Muniz at 954-797-1023. Such contacts shall be for clarification purposes only. Material changes, if any, to the scope of services or RFQ procedure will only be transmitted by written addendum.

### **3. ELIGIBILITY**

To be eligible to respond to this RFQ, the proposing firm must demonstrate that they, or the principals assigned to the project, are experienced with demographics, spatial analysis, socio-economic status analysis, and municipal operations.

## **SPECIAL CONDITIONS**

### **1. RFQ DOCUMENTS**

The Proposer shall examine this RFQ carefully. Ignorance of the requirements will not relieve the Proposer from liability and obligations under the Contract.

## **2. CONFIDENTIAL INFORMATION**

Florida law provides that municipal records shall at all times be open for personal inspection by any person, Section 119.01, F.S.S., the Public Records Law. Information and materials received by Town in connection with all Proposer's responses shall be deemed to be public records subject to public inspection upon award, recommendation for award or 10 days after public opening, whichever occurs first. However, certain exemptions to the public records law are statutorily provided for in F.S.S., Section 119.07. Therefore, if the Proposer, believes any of the information contained in his/her response is exempt from the Public Records Law, then the Proposer must in his/her response specifically identify the material which is deemed to be exempt and cite the legal authority for the exemption, otherwise, the Town will treat all materials received as public records.

## **3. PUBLIC ENTITY CRIMES**

A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any good or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, Florida Statutes, for the Category Two for a period of 36 months for the date of being placed on the convicted vendor list.

## **4. DISCRIMINATION**

An entity or affiliate who has been placed on the discriminatory vendor list may not submit a bid on a contract to provide goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit on leases of real property to a public entity, may not award or perform work as a contractor, supplier, subcontractor, or consultant under contract with any public entity, and may not transact business with any public entity.

## **5. INSURANCE REQUIREMENTS**

The proposer agrees to maintain, on a primary basis and at its sole expense, at all times during the life of the contract the following insurance coverage and limits, including endorsements described herein. The requirements contained herein, as well as Town's review or acceptance of insurance maintained by proposer, is not intended to and shall

not in any manner limit or qualify the liabilities or obligations assumed by proposer under the terms of the contract.

Proposer agrees to comply with the Insurance Requirements section and to include in its contract with any Sub-Contractor(s) the insurance requirements contained in this Agreement. Proposer agrees that prior to implementation of this Agreement they shall provide Town with Certificates of Liability Insurance evidencing proposer's compliance with the Insurance Requirements section.

#### INSURANCE REQUIREMENTS

a. Proposer shall obtain and maintain the following insurance coverage's with the listed coverage limits throughout the extended life of this agreement:

1. Commercial General Liability - \$ 500,000
2. Automobile Liability - \$ 100,000/ \$300,000
3. Products – Completed Operations - \$ 500,000
4. Workers' Compensation - Florida Statutory Limits (Minimum)
5. Employers Liability - \$ 500,000

Liability coverage's shall be on an occurrence basis and shall reflect a combined single limit as shown above. Coverage must be issued following wording in the latest edition of the ISO Comprehensive General Liability policy and without restrictive endorsements.

b. Proposer shall require their insurance Agent or Carrier to provide the Town with a Certificate of Liability Insurance on a standard ACORD form or equivalent form showing the policy Effective Date and Expiration Date for each of the above listed coverage's and shall replace any expiring certificates with new certificates throughout the life of this agreement and any required extended coverage period. Each such Certificate of Insurance shall be sent to and shall list the following as the Certificate Holder:

Town of Davie  
Attn: Contracts Administration  
6591 Orange Drive  
Davie, FL 33314

c. Each such Certificate shall include the following wording: **"the Town of Davie, its officers, and employees are named as additional insured's with respect to the work**

**performed under this agreement”.**

d. Each such Certificate of Insurance shall provide for **30 days prior** written notice to the Certificate Holder of any cancellation prior to the expiration date of the coverage's listed on the certificate.

e. Proposer shall require any sub-contractors to comply with these requirements in the same manner that proposer is required to comply or proposer shall provide for “General Contractors Insurance” coverage that provides the above coverage's for themselves as well as any subcontractor working under them.

f. Nothing in this Agreement shall be construed to affect in any way the Town's rights, privileges, and immunities, including sovereign immunity as provided by law as set forth in Florida Statute 768.28.

## **6. INDEMNITY/HOLD HARMLESS AGREEMENT**

The proposer agrees to indemnify and hold harmless the Town, its officers, agents, and employees from any and all liability, defense costs, including attorneys' fees, and all other fees incidental to the defense, loss, or damage the town may suffer as a result of claims, demands, costs, or judgments against it arising from the subject project. Nothing in this agreement shall be construed to affect in any way the Town's rights, privileges and immunities as set forth in Florida Statutes 768.28.

## **PART II- SCOPE OF SERVICES**

**1. PURPOSE:** The Town of Davie is requesting proposals from qualified firms, to provide municipal boundary review services in response to recent and anticipated annexations.

**2. BACKGROUND:** The Town of Davie is a full-service town, providing Police, Fire-Rescue, Parks and Recreation and Public Works programs, on the southeast coast of Florida to a permanent population of almost ninety thousand (90,000). The elected body is comprised of a Mayor who is elected at-large, and four council members selected from among each of four geographic districts.

Section 7 (A)(2) of the Town Charter requires that a review of the Town's district boundaries be performed based on the occurrence of any of the following events:

- a) The town's geographical boundaries change by ten (10) percent or more;
- b) The town's population changes by ten (10) percent of (sic) more;
- c) A single annexation causes the population of the town to increase by five (5) percent or more;



- d) The passage of at least five (5) years since the previous review of the town's boundaries.

On March 14, 2006, 83% of the ballots cast in the Pine Island Ridge neighborhood voted to be annexed into the Town of Davie. HB 1145 (Exhibit B), which was signed into law on June 10, 2005, provided for the election and further provided that September 15, 2006 would be the effective date of the annexation.

In addition, an unincorporated area south of Griffin Road known collectively as United Ranches will vote, in accordance with HB 1477 (Exhibit C), on July 5, 2006 to decide if they will be annexed into the Town or Cooper City. The effective date of this annexation would be September 15, 2006.

**3. SELECTION CRITERIA :** To be eligible to respond to this RFP the proposer must document prior successful recent experience in performing boundary analysis and recommendation for a municipality or governmental agency with preference given to work performed in Tri-County area (defined as Miami-Dade, Broward, and Palm Beach Counties). Proposers shall include at least three (3) client references including contact names, addresses and telephone numbers. Proposer shall provide information to support his/her expertise to perform the services as contained in the RFQ.

**Information submitted shall include, but not necessarily be limited to the following:**

- a. Qualification and Experience of Each Individual and/or Team. All proposers shall describe other contracts under which service similar in scope, size or discipline to the required services were performed or undertaken within the last seven years. In addition, proposer shall provide references including name, address and telephone number of two (2) contact persons for each project identified and described above.
- b. References. Provide references from at least five different governmental entities, including information as to the size of the governmental entities, if not provided above.
- c. Project Manager. Please clearly identify the professional staff person(s) who would participate in this project. The proposals shall indicate the abilities, length of service with the submitting firm, qualifications and experience of all key personnel who would be assigned to this project.
- d. Scope of Services and Methodology. All proposers shall submit a narrative describing the proposed scope of services for the performance of this project.
- e. Timetable. All proposers shall include a complete timetable on how they will accomplish each major component of the project.

**4. SCOPE OF SERVICES:** The Town desires to issue a contract to a single qualified firm to review the current district boundaries, analyze census data, and review the current and possible future annexations to recommend alternatives to the Town Council. The recommendations will be developed in conjunction with members of the District Boundaries Review Committee comprised of ten qualified electors of the Town appointed by the Town Council.

**The proposer should provide the following services as a minimum but not limited to:**

- a. Attendance at all advisory board meetings, Town Council Meetings and workshops, public participation meetings, and any other meetings directed by the Town pertaining to district boundary review.
- b. Developing of various alternatives for the Advisory Board and the Town Council to discuss and possibly select.
- c. Re-initiate additional alternatives, at no fee to the Town, if initial alternatives are rejected by the Town Council.

#### **5. SELECTION PROCESS**

The Town will accept proposals through \_\_\_\_\_, 2006. Proposals will be reviewed by a Town Screening Committee. Interested parties must submit ten (10) copies of their proposal and one electronic copy in "pdf" format residing on a CD. One shall be clearly marked "original" plus nine (9) additional copies of their proposal and the CD shall be submitted. This committee will rank all proposals received and present the rankings to Town Council. The Town Council will determine how many candidates they wish to short list and interview. Cost of services will be considered along with other criteria listed above to determine the best qualified firm. In no event will price be the sole consideration in selecting the best qualified firm. The Town reserves the right to make its recommendation based on the best qualified firm in the sole discretion of the Town.

#### **7. REGISTRATION OF LOBBYISTS**

Firms or individuals which wish to contact any official of the Town outside of the pre-submission conference or written request for information procedure must first register with the Town Clerk as a lobbyist for the Request for Proposal. Failure to register before contacting any official will result in disqualification from the proposal and submissions will not be considered. Lobbying Registration Certificates (attached hereto) should be mailed to:

Town of Davie  
Town Clerk  
6591 Orange Drive  
Davie, FL 33314-3399

Interested firms shall submit an original plus nine (9) copies of the proposal along with an electronic version in "pdf" format on CD to:

Town of Davie  
6591 Orange Drive  
Davie, FL 33314  
Attn: Purchasing Division  
"Proposal for District Boundary Review Services"


## **LIST OF POTENTIAL BIDDERS**


Geoweb, Inc  
1564 SW 29<sup>th</sup> Ave  
Fort Lauderdale, FL 33312  
Attn: Scott Burton  
(954) 321-4771

# MEMORANDUM

## Department of Budget and Finance

TO: Selection Committee

FROM: Herb Hyman, CPPB, FCPA, FCPM Procurement Manager 

THROUGH: Bill Underwood, Budget & Finance Director 

DATE: September 7, 2006

SUBJECT: Municipal Boundary Study (Re-Bid), B-06-125

The following firms have submitted proposals for the above referenced project and a copy of each is attached for your review.

1. FAU

The selection committee will meet to discuss these proposals at the Bid Specification meeting of September 19, 2006. Please be prepared to identify your top three choices.

cc: Bill Underwood  
Russell Muniz  
Mark Kutney  
Larry Peters  
Ken Cohen  
All Councilmembers (for information only)  
Elena Blackiston

## FAU Proposal for 2006 Town of Davie Redistricting Project

Working with the Town of Davie (Town), the Town Clerk, the District Boundaries Review Committee, the Town Council, and other staff, Florida Atlantic University (FAU) proposes to develop new district boundaries for the Town. The project will initiate following the approval of this proposal by the Town of Davie and the completion of the contracting process with FAU. The FAU project team will consist of a partnership between the FAU Center for Urban and Environmental Solutions (CUES) and the University's Visual Planning Technology Lab (VPT Lab). Dr. Lenore Alpert of CUES and Dr. Ann Margaret Esnard of the VPT Lab will serve as co- Principal Investigators.

Both CUES and the VPT Lab have developed districting and redistricting options for local government agencies in the past, including:

Palm Beach County Commission, 2001  
Broward County Commission, 2000  
Broward County School Board, 1999  
Town of Davie, 1994, 1997, 2000

City of Pembroke Pines, 1995, 1999, 2003  
City of Hollywood, 1999, 2003  
City of Lauderdale-by-the-Sea, 2004  
City of Greenacres, 2005

Dr. Alpert will direct the development of redistricting option plans, conduct meetings, and research legal issues. Dr. Esnard will oversee the Geographic Information System (GIS) research team, the technical preparation of the redistricting option plans, and provide quality control for mapping the options. Both CUES and the VPT Lab will co-author the final report. Michael Stamm, a former member of both CUES and the VPT Lab, will serve as an independent contractor to the University and provide technical assistance for FAU.

### Narrative Description of Tasks\*

#### Part 1

##### 1. Develop Criteria for the Districting Process

FAU will work with the Districting Committee, Town Clerk and Town staff to identify the criteria and process to guide the districting process. (See discussion of data collection in Task 3 below.)

Estimated Time Frame: (One to Two Weeks)

October 1 – October 15, 2006

##### 2. Consult with the Town Council (Optional)

FAU will consult with the Town Council to solicit their ideas regarding district boundaries.

Estimated Time Frame: (Two Weeks)

October 15-October 31, 2006

##### 3. Data Collection

FAU will rely upon the Town to coordinate with Broward County to obtain geographic and attribute information relating to existing Town boundaries. Certificate of Occupancy (CO) data will be provided in digital format (Microsoft Excel) from the Town. GIS shapefiles will be provided by the Town. These shapefiles are to include streets, neighborhood boundaries, parcels, Council member residences, and any others that the Town decides are needed to be displayed on the final district map. If the Town does not or cannot obtain these shapefiles, then FAU will use existing data from Broward County. The Town will also be responsible for providing a persons-per-household (PPH) quotient for the Town; otherwise, the PPH number in the Census data will be used.

Estimated Time Frame: (Three Weeks)

November 1-November 22, 2006

\*Please note, dates are given as a point of reference. Actual timeline will be finalized in Task 2.

#### **4. Meet with Districting Committee to Review Data and Base Maps**

Using the information provided by the Town of Davie (Task 2), FAU will meet with the Districting Committee and staff to review and verify base maps and preliminary analysis. The Districting Committee and staff will also provide input regarding potential boundaries for Council districts.

Estimated Time Frame: (Three Weeks)

November 28–December 19, 2006

#### **5. Analyze Data**

Working with the Town staff, FAU will create population estimates for the Town and the Town's neighborhoods to examine population densities and distribution. GIS maps will be created depicting the population numbers in all neighborhoods by using CO data and the PPH number for the Town. These detailed maps will show approximations of the number of people in each neighborhood of the Town. It should be understood that there are limitations to the projections due to unanticipated development within the Town.

Estimated Time Frame: (Three Weeks)

January 8– January 29, 2007

### **Part 2**

#### **6. Present Findings**

Based on information collected in Part 1 and best professional judgment, FAU will prepare no more than three districting options and present them to the Districting Committee for review and comment. Each option will include:

- i. A map depicting district boundaries. Features on the map will include major roadways and manmade and natural boundaries; and
- ii. Support data, including population totals/percentages for each district and neighborhood.

A total of 10 districting mapping packets containing the above will be provided to the Town. Packets will include maps and spreadsheets in tabloid (11 x 17) format. In addition, FAU will provide one 36 x 44 map for each option for the purposes of display. The districting map packets will be provided to the Town in both PDF format and ArcGIS format (on a CD or DVD) for public dissemination. The Town will be responsible for any additional reproduction of the maps and data.

Estimated Time Frame: (Seven Weeks)

January 29– March 18, 2007

#### **7. Revise Options & Discuss Changes with the Town Council and Districting Committee**

FAU will revise the districting options based on input from the previous committee meeting. Project staff will then meet with the Districting Committee and individual Council members to discuss the revised options.

Estimated Time Frame: (Three Weeks)

March 19–April 9, 2007

#### **8. Refine Options into Final Set of Districting Option Maps**

FAU will make final revisions to the option maps for a maximum of three final options.

Estimated Time Frame: (Two Weeks)

April 10– April 24, 2006

### Part 3

#### 9. Present the Final Set of Maps to the Council

FAU will present the final versions of the districting options for a final decision by the Town Council. Districting options will be provided to the Town as described in Task 6.

Estimated Time Frame: (Two Weeks)

April 25-May 9, 2007

#### 10. Submit Approved District Map to the Town

FAU will submit the approved district option in both ArcGIS and PDF format to the Town, which will be responsible for producing the legal descriptions for the new district boundaries.

Estimated Time Frame: (Two Weeks)

May 10, 2007-May 24, 2007

#### Project Budget

SALARY	
Regular Salary Total	11540
OPS Total	5781
EXPENSES	
Expense Total	6445
DIRECT COST & OVERHEAD	
Direct Costs	23766
University Overhead: 10% of Direct Cost	2376
<b>Total Cost</b>	<b>26142</b>

**Project Period: October 1, 2006 to May 24, 2007**

#### Invoicing:

1 <sup>st</sup> Payment \$8714	due 2 months from the project start date	December 1, 2006
2 <sup>nd</sup> Payment \$8714	due 4 months from the project start date	February 1, 2007
3 <sup>rd</sup> Payment \$8714	(due at the completion of the project)	May 24, 2007



### Variation from RFQ

Based on consultation with our FAU university attorneys, please realize that we/ FAU cannot meet the insurance requirements as described in your Request for Proposal. We can provide the following:

#### FAU INSURANCE COVERAGE

- |                                  |                                    |
|----------------------------------|------------------------------------|
| 1. Commercial General Liability  | \$100,000/\$200,000                |
| 2. Automobile Liability          | \$100,000/\$200,000                |
| 3. Products-Completed Operations | NONE                               |
| 4. Workers' Compensation         | Florida Statutory Limits (minimum) |
| 5. Employers Liability           | \$100,000/\$200,000                |

We cannot abide by the requirement listed under article a, paragraph two (i.e. the paragraph beginning "Liability coverage's shall be on .....)

Article b. - OK as is

Article c. - We cannot meet this requirement. Please strike/delete in its entirety

Article d. - We cannot meet this requirement. Please strike/delete in its entirety

Article e. - OK as is

Part f.- please insert "or FAU's rights" as follows:

Nothing in this Agreement shall be construed to affect in any way the Town's rights, or FAU's rights,  
.....

INDEMNITY/HOLD HARMLESS AGREEMENT-- please revise as follows:

**TO THE EXTENT PERMITTED BY FLORIDA LAW**, the proposer agrees to indemnify

..... Nothing in this agreement shall be construed to affect in any way the Town's rights, **OR FAU'S RIGHTS**, privileges .....

#### **Addendum: Review Process of Maps Submitted by Outside Parties**

Based on the Criteria set in Task 1, if needed and approved, FAU shall review maps submitted by other parties (i.e. a neighborhood associations) to determine if the proposed maps are substantially equal in population. If accepted, the maps submitted by other parties must meet the following requirements:

- A. Proposed district options are provided in dBase, Microsoft Excel, and/or Microsoft ArcGIS format that includes the following fields:
  - 1. Census Block Numbers
  - 2. Proposed District Assigned to that Census Block
  - 3. Population Total for that Census Block
- B. A hard copy of the map containing the census block numbers assigned to each district. Maps provided in ArcGIS format would also be acceptable but not required.

Maps and population information should be submitted 3-4 weeks prior to the first public hearing on the districting options. This will allow FAU to verify that the proposed options submitted by outside parties adhere to the established criteria.

Additional Funding is required for each request. If needed, the number of additional maps submitted will be totaled and a budget amendment (with a time extension for the period of performance) will be granted to FAU, according to the following addendum budget:

<b>Addendum Budget</b>	
Salary Total	762
OPS Total	969
DIRECT COST & OVERHEAD	
Direct Costs	1731
University Overhead: 10% of Direct Cost	173
Total Cost Per Instance	1904

**Qualifications and References for Redistricting Projects**

**Palm Beach County Redistricting Project, 2001**

Verdenia Baker, Deputy County Administrator  
[vbaker@pbcgov.com](mailto:vbaker@pbcgov.com)

Robert Weisman, County Manager  
Palm Beach County  
301 N. Olive Avenue – 12<sup>th</sup> Floor  
West Palm Beach, FL 33401  
561.355.2030  
561.355.2712  
Population: 760,663

**City of Pembroke Pines Redistricting Project, 2003**

David Frank, Administrative Services Director  
[dfrank@ppines.com](mailto:dfrank@ppines.com)

Charles F. Dodge, City Manager  
[cdodge@ppines.com](mailto:cdodge@ppines.com)

City of Pembroke Pines  
10100 Pines Blvd.  
Pembroke Pines, FL 33026  
954.431.4884  
Population: 148,000

**City of Hollywood Redistricting Project, 2003**

Patricia A. Cerny, City Clerk  
[pcerny@hollywoodfl.org](mailto:pcerny@hollywoodfl.org)

Cameron Benson, City Manager  
[cbenson@hollywoodfl.org](mailto:cbenson@hollywoodfl.org)

City of Hollywood  
2600 Hollywood Blvd.  
Hollywood, FL 33022  
954.921.3211  
954.921.3201  
Population: 142,591

**City of Lauderdale-by-the-Sea Redistricting Project, 2004**

Alina Medina, Town Clerk  
[amedina33@msn.com](mailto:amedina33@msn.com)  
Robert Baldwin, Town Manager  
Town of Lauderdale-by-the-Sea  
4501 Ocean Dr.  
Lauderdale-by-the-Sea, FL 33308  
954.776.0576  
Population: 6,243

**City of Greenacres Redistricting Project, 2005**

Debbie Manzo, Assistant City Manager

[dmanzo@ci.greenacres.fl.us](mailto:dmanzo@ci.greenacres.fl.us)

Thomas J. Lanahan, Planning and Engineering Director

[grouping@ci.greenacres.fl](mailto:grouping@ci.greenacres.fl)

City of Greenacres

5985 10 Avenue, N.

Greenacres, FL 33463

561.642.2006

Population: 29,883

Resumes of project personnel are attached.

**LENORE ALPERT, Ph.D.**  
**Assistant Director of Research**  
**Center for Urban and Environmental Solutions**  
**Florida Atlantic University**

### **Summary of Background**

Dr. Lenore Alpert directs the Ocean and Coastal Program for Florida Atlantic University's Center for Urban and Environmental Solutions (CUES), in addition to her work managing the Regional Indicators Project for CUES. Her current research includes projects on regionalism, local government redistricting and other governance, marine management plans, beach economics. Dr. Alpert has a doctorate in public policy from Northwestern University and twenty years of public policy and research experience in the public and private sector. She teaches at Florida Atlantic University as an adjunct professor in the Department of Political Science. She has also taught at Northwestern University, the University of Georgia, and the University of San Francisco. Dr. Alpert previously worked as a lobbyist and legislative analyst in California.

### **Academic and Related Professional Experience**

Assistant Director of Research and Director of Coastal and Ocean Program, Center for Urban and Environmental Solutions, Florida Atlantic University, 2000-present.  
Developed research grants for CUES. Directed projects on local government redistricting for Palm Beach County, Cities of Hollywood, Pembroke Pines, Lauderdale-by-the-Sea, and Greenacres; the Monroe County Marine Strategic Management Plan; Economics of Beaches; Master Plan for the Marine Industry Association of South Florida; Port Plan for the Port of Fort Pierce; and lead project manager on MacArthur Foundation grant measuring regional changes and policy impacts for South Florida region. Executive Director of Florida Ocean Alliance, nonprofit organization of public-private sector focused on the ecology and economy of Florida's ocean and coasts.

Adjunct Instructor, Florida Atlantic University, Department of Political Science, 2001-present. Taught Judicial Process and Civil Liberties/Constitutional Law II.

Adjunct Instructor, University of San Francisco, College of Professional Studies, 1998-1999. Taught Policy and Program Evaluation.

Associate Director in Regulatory, Pacific Bell/SBC, 1986-2000

Assistant Professor, University of Georgia, Department of Political Science, 1980-1983. Taught public law courses, including Judicial Behavior, Legal Process and Public Policy.

### **Professional Presentations**

"New Urban Form of Southeast Florida: Southeast Florida's Growth Patterns," at the Urban Land Institute Forum on Compact Development, Ft. Lauderdale, June 2006.

Presentation on National Public Radio, Topical Currents, May, 2006, on Regional Issues in "Charting the Course: Where is South Florida Heading?" with James Murley.

"Building Regional Indicator Networks," at the Third International Community Indicators Conference, Burlington, December 2005, with Lindsay Walker.

"The Economic Impact of Beach Tourism on Florida's Beaches," at Florida Shore and Beach Preservation Association Annual Meeting, Key Largo, September 2005, with William Stronge, Roxane Dow.

"Tourism in Paradise: The Economic Impact of Florida Beaches" at Coastal Zone 05, New Orleans, July 2005. Co-author, William Stronge.

"Regional Shift: South Florida in Transition," at the 21<sup>st</sup> Annual Growth Management and Environmental Permitting Short Course, Orlando, May, 2005.

"The Economic Impact of Beach Tourism: The Florida Case," at the National Conference on Beach Preservation Technology, Destin, February 2005, with William Stronge, Roxane Dow.

Testimony before the Urban Land Institute on Regional Indicators Reports and Measures, Orlando, August 2004.

"Transportation Network in South Florida: A Case Study of the Regional Transit Authority," at the National Forum on Regional Stewardship, Austin, May 2004, with Allan Wallis.

"The Economics of Beaches," at National Conference on Beach Preservation Technology, Lake Buena Vista, February 2004, with William Stronge and Roxane Dow.

"From Community to Regional Indicators," and "Stories about Places: Making Indicators Meaningful," at the National Conference on Advances in Science and Practices of Community Indicators, Reno, March 2004, with Allan Wallis.

"Marine Master Plan," at the Southwest Florida Marine Industry Conference, Public Water Access: Threats & Critical Issues, Sanibel, November 2003, with Frank Herhold.

"The Port of Fort Pierce Port Plan: Developing Community Consensus," at the Southwest Florida Marine Industry Conference, Public Water Access: Threats & Critical Issues, Sanibel, November 2003.

"The Marine Industry: Florida's Economic Engine," at Coastal Zone 03, Baltimore, July 2003, with James Murley, Richard Delaney, and Jack Wiggin.

"The Port of Fort Pierce: Win-Win Compromise in Paradise," at Coastal Zone 03, Baltimore, July 2003, with James Murley.

### **Publications**

"Charting the Course: Where is South Florida Heading?" with James Murley *et al.*, 2006.

"Building the Capacity to Act Regionally: Formation of a Regional Transportation Authority in South Florida," with Allan Wallis and Juliet Gainsborough (Forthcoming, *Urban Affairs Review*, 2006)

"Out-of-State Ownership of Florida Beach Properties," with William Stronge, 2006.

"The Protection of Property Values by Restored Beaches: The 2004 Hurricane Season," with William Stronge, 2006.

"The Economic Impact of Summer Beach Tourism: A Case Study of Jacksonville Beach," with William Stronge, 2006.

"Regional Shift: South Florida in Transition," with James Murley *et al.*, 2004

"The Economics of Beach Tourism in Florida," with William Stronge, 2004

"The Economic Impact of Summer Beach Tourism: A Case Study of Panama City Beach," with William Stronge, 2004.

"Port of Fort Pierce Port Plan," with James Murley, Lisa Sinton, 2002.

"Marine Master Plan," with James Murley, Jack Wiggin, 2001.

"The Education and Training of Judges in the United States," In Managing the State Courts, by Berkson *et al.* (St. Paul: West Publishing Company, 1977) pp. 142-149, with Larry Berkson.

"Becoming a Judge: The Transition from Advocate to Arbiter," Judicature 62: 325-335(1979), with Burton Atkins and Robert Ziller.

"Personality and the Judicial Career," Law and Policy Quarterly 2: 189-220 (1980), with Burton Atkins and Robert Ziller.

"Learning About Trial Judging," In The Judiciary, edited by James A. Cramer, Vol. 15, Sage Criminal Justice System Annuals (Beverly Hills: Sage Publishers), 1981.

"Judicial Discretion: The Trial Judge's Perspective," In The Invisible Justice System. Discretion and the Law, edited by Burton Atkins and Mark Pogrebin (Cincinnati, Ohio: Anderson Publishers), 2d ed., 1982.

### **Education**

Northwestern University Ph.D., 1981, Political Science  
Florida State University M.S., B.S., Government

**Major Areas, Graduate Study:** Public Policy, Law and Politics

**Minor Areas, Graduate Study:** Community Politics, Organization Theory

**Ann-Margaret Esnard, Ph.D.**

**Associate Professor & Director of the FAU VPT Lab**

*Dr. Esnard has more than 10 years of experience in GIS-based planning applications and projects as well as curriculum development for various student and professional audiences.*

**Director of the Visual Planning Technology Lab, Department of Urban & Regional Planning, Florida Atlantic University**

Since August of last year, Dr. Esnard has been serving as Director for the FAU Visual Planning Technology Lab (VPT Lab). Dr. Esnard oversees Geographic Information Systems (GIS) research including Redistricting, 3D GIS and Disaster Management GIS projects; directs the Lab's research personnel; revised the Department's GIS curriculum; and teaches semester courses in GIS.

**Director of the Geographic, Economic, and Demographic Data Systems (GEDDeS) Labs, Department of City and Regional Planning, Cornell University**

From August 1997 to July 2005, Dr. Esnard served as the Director of the GEDDeS Computer Lab, a very successful and central facility for GIS instruction at Cornell University. She developed and taught GIS courses including GIS in Planning, GIS Applications Workshop, and Land Use Planning. Her research experience includes: applications of GIS for land use and environmental planning and decision making, appropriate hazard assessment and risk methodologies for resource-constrained communities; quality of life considerations during post disaster period; and urban growth modeling.

#### **Publications**

Dr. Esnard is co-author of the *Hypothetical City Workbook* (with Edward Kaiser, Dave Godschalk, and Philip Berke; University of Illinois Press) and has written on other topics that include quality of life and holistic disaster recovery, spatial analysis of New York metropolitan urban expansion, vulnerability assessments of coastal and flood hazards, public participation GIS, environmental justice, GIS education, and ethics.

#### **Education**

- Ph.D., Regional Planning, University of Massachusetts, Amherst, USA, May 1995  
*Dissertation: Implications of Geographic Information System Technology for Planning Education*
- M.S., Agronomy and Soils, University of Puerto Rico, Mayaguez, Puerto Rico, May 1992
- B.S. Agricultural Engineering, University of the West Indies, Trinidad, June 1990

#### **Asher Soldwedel Coordinator**

##### **Coordinator of the Visual Planning Technology Lab, Department of Urban & Regional Planning, Florida Atlantic University**

Since September 2001 to the present, Mr. Soldwedel has been serving as Coordinator for the VPT Lab. His main duties include: co-managing research, overseeing lab finances, coordinating the VPT Lab technology training program, and serving as the main IT technician for the Lab. Proficient in project management, he has co-written proposals, maintained staff and project finances, and supported the technology needs for several VPT Lab and CUES-VPT Lab projects. Projects involving districting, district analysis, and/or creating redistricting options include the following sponsors:

Town of Davie, Broward County, Palm Beach County, City of Hollywood, City of Pembroke Pines, City of Green Acres, City of Lauderdale-by-the-Sea, City of Miramar, South Broward Drainage District, and the Broward County School Board.

#### **Michael Stamm GIS Research Analyst**

*Michael Stamm has been the Senior GIS Research Analyst on five redistricting projects for the VPT Lab. He is currently an Assistant City Planner for the City of Pembroke Pines where he is responsible for the city's Geographic Information System, map maintenance, and map creation.*

##### **Research Associate, Anthony James Catanese Center for Urban and Environmental Solutions (CUES) at Florida Atlantic University**



From November 2003 to August 2004, Mr. Stamm served as a Research Associate for CUES. His daily responsibilities with the Center included GIS database maintenance, map creation and project management. In addition, he participated on many projects with the Center including:

Florida Department of Transportation Noise Barrier Inventory Geodatabase, Broward County's Boat Facility Sighting Plan, Greenacres population study, Lauderdale-by-the-Sea Districting and South Florida Regional Indicators and Economics of Beaches for the Department of Community Affairs.

**GIS Project Manager, Visual Planning Technology Lab, Florida Atlantic University, Department of Urban and Regional Planning**

From January 2000 to November 2003, Mr. Stamm acted as Research Assistant and GIS Project Manager for the VPT Lab on various projects with educational centers and local government agencies. He has given presentations in front of city commissioners and other public settings. As a project manager he wrote detailed progress reports, managed student assistants and produced deliverables such as maps and databases for a variety of projects. These projects include:

Florida International University Mobile Home Inventory, Palm Beach County Redistricting Options, Okeechobee Dike Evacuation and Sheltering Annex, Broward Sheriffs Office Patrol Zone Districts (GAP Program), Port of Fort Pierce Master Plan, Florida Department of Transportation State Road 40 Feasibility Study, Palm Beach County Jury Pool Districting, City of Hollywood Redistricting Options, City of Pembroke Pines Redistricting Options, and South Broward Drainage District Districting Options.

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